



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

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GOVERNOR

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STATE SUPERINTENDENT

June 5, 2013

**MEMORANDUM**

TO: Local School District Superintendents and  
Public School Academy Directors

FROM: Linda Forward, Director *Linda Forward*  
Office of Education Improvement and Innovation

Mike Radke, Director *Mike Radke*  
Office of Field Services

SUBJECT: Setting District and School Improvement Goals in AdvancED ASSIST

The online system ASSIST (Adaptive System of School Improvement Support Tools) is used to complete school and district improvement plans in order to meet the legislative requirements for school improvement planning. The Michigan Department of Education (MDE) is providing the following guidance on creating district and school level goals in ASSIST:

- Schools are encouraged to write 3-5 goals.
- Schools should write a goal in any content area for which they do not meet the individual school and district proficiency targets.
- Title I schools must address any content area that is identified in the comprehensive needs assessment.
- Academic goals are defined as those that address student achievement in content areas.
- Of the 3-5 goals, a minimum of 3 must be academic goals.
- Goals are based on the individual school and district proficiency targets, not the statewide annual measurable objectives (AMOs) used in prior years.
- Schools may also create organizational goals. Organizational goals for schools are non-academic goals defined to address school system practices, processes, and procedures. They may focus on structures and initiatives that support the attainment of academic goals. Examples include, but are not limited to goals that involve the following: culture/climate, student behavior/character education, parent/community involvement, and partnerships.

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School proficiency targets may be accessed online at:  
[http://www.michigan.gov/documents/mde/Michigan\\_Proficiency\\_Targets\\_413516\\_7.xls](http://www.michigan.gov/documents/mde/Michigan_Proficiency_Targets_413516_7.xls)

For more information about the proficiency targets, visit:  
[http://www.michigan.gov/documents/mde/ProficiencyTargetsFAQ\\_413494\\_7.doc](http://www.michigan.gov/documents/mde/ProficiencyTargetsFAQ_413494_7.doc)

Questions regarding this communication may be directed to Diane Fleming  
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cc: Michigan School Improvement Facilitators Network  
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